

Objection to Chapter 13 Plan and/or Motion(s)

STEP 1 Select **Bankruptcy** from the *Main Menu*. Click the **Plan** hypertext link from the *Bankruptcy Events* menu.



STEP 2 The **Case Number** screen displays.

A screenshot of a web form titled "Case Number" in a grey box. Below the title is a text input field containing "03-20808". At the bottom of the form are two buttons: "Next" and "Clear".

- ◆ **Case Number** - type the case number in YY-NNNNN format, then click **Next** to continue.

STEP 3 The **Select Type of Document** screen displays.

A screenshot of a web form titled "Select Type of Document" in a grey box. It features a scrollable list box with the following options: "Amended Chapter 13 Plan", "Amended Disclosure Statement", "Chapter 11 Plan", "Chapter 12 Plan", "Chapter 13 Plan", "Chapter 9 Plan", "Disclosure Statement", and "Objection to Chapter 13 Plan and/or Motion(s)". The last option is selected. At the bottom are "Next" and "Clear" buttons.

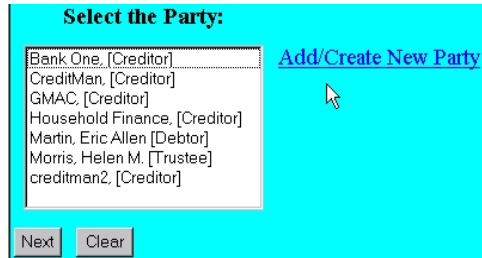
- ◆ Scroll down the options and highlight **Objection to Chapter 13 Plan and/or Motion(s)**.
- ◆ Click on the **Next** button.

STEP 4 The **Joint filing with other attorney(s)** prompt is displayed.

A screenshot of a web form with a checkbox labeled "Joint filing with other attorney(s)". Below the checkbox are "Next" and "Clear" buttons.

- ◆ Click in the **Joint filing with other attorney(s)** box if filing jointly with another attorney.
- ◆ Click on the **Next** button.

STEP 5 The **Select the Party:** screen displays.



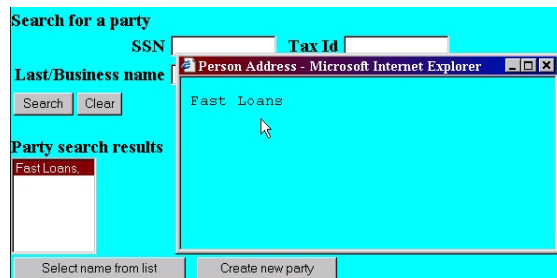
- ◆ If name of party appears, click on the name and click **Next**; proceed to **Step 9**.
- ◆ If name does not appear, click on **Add/Create New Party**, then click on **Next** and proceed to **Step 6**.

STEP 6 The **Search for a party** screen displays.



- ◆ DO NOT SEARCH BY SSN OR TAX ID NUMBERS. Search by Last/Business name by entering at least three characters of party's last name or business name, using upper or lower case characters (is not case-sensitive).
- ◆ Click on the **Search** button.

STEP 7 The **Party search results** screen displays.



- ◆ If party's name appears, click on it so that it becomes highlighted, verify address from pop-up screen, then click on **Select name from list** and proceed with **Step 8**.
- ◆ If party's name is not found, click on **Create new party** and proceed to **Step 9**.

STEP 8 The **Party Information** screen displays.

Party Information

Fast Loans SSN:Unknown

Office Address 1

Address 2 Address 3

City State Zip

County Country

Phone Fax

E-mail

ProSe no Role Creditor (cr:cr)

Party text

Submit Cancel Clear

- ◆ Modify and/or verify information, if applicable. It is not necessary to add an address, as notices will go to the attorney representing that party.
- ◆ **Role** - click on drop down box and select appropriate party role (e.g. Creditor (cr:cr)).
- ◆ **Party Text** - add additional information such as '*A West Virginia Corporation*' in the box provided.
- ◆ Click **Clear** to re-key party information or **Cancel** to go back to the *Select the Party* screen.
- ◆ Click on **Submit** to continue and proceed to **Step 10**.

STEP 9 If you selected **Create New Party** from the *Select the Party* screen, a new **Party Information** screen displays.

Party Information

Last name Fast Loans First name

Middle name Generation Title

SSN 222-11-1234 Tax ID

Office Address 1

Address 2 Address 3

City State Zip

County Country

Phone Fax

E-mail

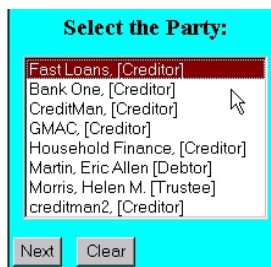
ProSe no Role Creditor (cr:cr)

Party text

Submit Cancel Clear

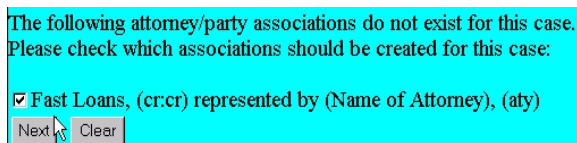
- ◆ Enter the party information in appropriate fields. It is not necessary to add an address, as notices will go to the attorney representing the party. Use the **Last name** field for last name or full business name. Press the [Tab] key to advance to the **First name** field and enter first name.
- ◆ **Role** - click on the arrow in the box to the right and select the new person's role (e.g. Creditor (cr:cr)).
- ◆ Click on the **Submit** button.

STEP 10 The **Select the Party:** screen displays.



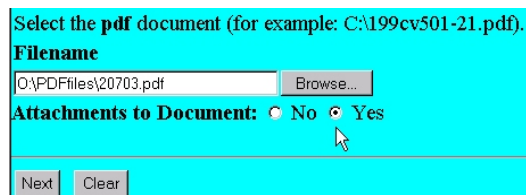
- ◆ Click on the **Next** button.

STEP 11 If you added a party, the **Attorney/Party Association** screen may display if no previous document has been filed that associates the attorney/client relationship.



- ◆ Click on the box to create the attorney/client association.

STEP 12 The **Select the pdf document** screen appears.



- ◆ Type the path and file name in the blank box, or
- ◆ Click on the **Browse** button to navigate to the appropriate directory and file.
- ◆ Attach the **Proposed Order** and any other documents, (e.g. an exhibit, appendix):
 - ▶ Click on the radio button next to 'Yes.'
 - ▶ Click on the **Next** button.

STEP 13 The **Select one or more attachments:** screen displays.

- ◆ Use the **Browse** button to navigate to the location of all necessary files.
- ◆ **Type** - click on the down arrow to select the type of attachment, if listed.
- ◆ **Description** - type in any additional description if needed.
- ◆ **Add to List** - click this button to add selected attachment to list.
- ◆ As documents are added to list, they will appear in the filename list box.
- ◆ Repeat these steps until all attachments have been added.
- ◆ Click on the **Next** button.

STEP 14: The following screen displays.

- ◆ Enter a lowercase 'y' or 'n', whichever is appropriate, in each text box in answer to each of the questions for information that is contained in your document.
- ◆ Click on the **Next** button.

STEP 15 The **Select The Appropriate Event(s)** screen displays.

- ◆ Click in the box to the left of the document(s) to which the objection refers.
- ◆ Click on the **Next** button.

STEP 16 The **Docket Text: Modify as Appropriate** screen displays.

Docket Text: Modify as Appropriate.

Objection by Creditor Fast Loans to [25] Chapter 13 Plan, Motion to Avoid Lien,
 with Certificate of Service (Attachments: # (1) Proposed Order Sustaining
 Objection to Plan and Motion to Avoid Lien). ((Name of Attorney),)

Next Clear

- ◆ Add additional text if needed.
- ◆ Click on the **Next** button.

STEP 17 The **Docket Text: Final Text** screen displays.

Docket Text: Final Text

Objection by Creditor Fast Loans to [25] Chapter 13 Plan, Motion to Avoid Lien, with
 Certificate of Service (Attachments: # (1) Proposed Order Sustaining Objection to
 Plan and Motion to Avoid Lien). ((Name of Attorney),)

Attention!! Submitting this screen commits this transaction. You will have no further opportunity
 to modify this submission if you continue.

Next Clear

- ◆ Verify the Final Docket text. If correct, click **Next**.
- ◆ If the Final Docket text is incorrect, you must click on your Browser's **Back** button to correct your entries.
- ◆ To abort or restart the transaction, click on the *Bankruptcy* hyperlink on the *Menu Bar*.

STEP 18 The **Notice of Electronic Filing** screen will display showing the essential data for this filing. Scroll down to view the entire receipt.

Notice of Electronic Filing

The following transaction was received from (Name of Attorney), entered on 8/2/2004 at 10:30 AM EDT and filed on 8/2/2004

Case Name: Eric Allen Martin
 Case Number: 2:03-bk-20808
 Document Number: 26

Docket Text:
 Objection by Creditor Fast Loans to [25] Chapter 13 Plan, Motion to Avoid Lien, with Certificate of Service (Attachments: # (1) Proposed Order Sustaining Objection to Plan and Motion to Avoid Lien). ((Name of Attorney),)

The following document(s) are associated with this transaction:

Document description:Main Document
Original filename:O:\PDFfiles\20703.pdf
Electronic document Stamp:
 [STAMP bkcfStamp_ID=1019576470 [Date=8/2/2004] [FileNumber=14403-0] [b3d3408122848b924e6f1d7e099aed4c82c2f9d0b93cf57e7f10ec1f49c3cdeb20435d8dd1be02fb7d239fe154bf92f23d4d88ad935ae33f6a276974d6e13c6]]
Document description:Proposed Order Sustaining Objection to Plan and Motion to Avoid Lien
Original filename:O:\PDFfiles\Bankruptcy - Proposed Order.pdf
Electronic document Stamp:
 [STAMP bkcfStamp_ID=1019576470 [Date=8/2/2004] [FileNumber=14403-1] [8705d2a770f1bce14fa07cb49cd3d1502e03570af99a18d739c765252e7002ee2831c4c8b4166dfdae16315e337d6725d10a6e1c1875b1dbb8a8a2718f35f607]]

2:03-bk-20808 Notice will be electronically mailed to: